



# Frederick County Board of Elections

8490 Progress Drive, Frederick, Maryland 21701  
FrederickCountyMD.gov/elections

301-600-VOTE (8683)  
ElectionBoard@FrederickCountyMD.gov



## MINUTES of the August 7, 2024, Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:01pm, in person and virtually, by Board President Mary Costello

### **PRESENT:**

Mary Costello, President  
Nathaniel C.W. Wilson, Vice President  
Shirley McDonald, Secretary  
Daniel B. Loftus, Board Counsel  
Anthony Gutierrez, Deputy Director  
Thomas Coogan, Election Program Manager  
Marc Welch, Election Judge Supervisor  
Diane Zepp, Voter Registration  
Brian Blakesley, Election Program Assistant I  
Daniel Callahan, Election VR Supervisor

Absent:  
Michael Sowell, Board Member  
Ted Neeves, Board Member  
M. C. Keegan Ayers, County Council

Jennifer Charlton, self  
Linda Kulina, self  
Michael Bunitsky, League of Women Voters  
Lois Ann Gibson, self  
Jean Ann Struharik, self  
Patti Worsley, self  
Winston E Mann, self  
Jay Kaminsky, self  
Kat Harper, self

Via WebEx:  
Barbara Wagner, Director  
Mari Lee, FC Democratic Party

### **ADDITIONS/CHANGES TO THE AGENDA**

No changes were made to the agenda.

### **APPROVAL OF BOARD MINUTES**

Mr. Wilson made a motion to approve the July 3, 2024, meeting minutes. Ms. McDonald seconded, and the motion passed unanimously.

### **COUNCIL LIAISON COMMENTS**

No comments.

### **BOARD COUNSEL REPORT**

Mr. Loftus reported that there is nothing new on previous lawsuits. There are two new lawsuits, but they involve Baltimore City. Nothing else to report.

# ELECTION DIRECTOR'S REPORT

August 2024

## 1. Announcements and Important Meetings

July 29, 2024 – Hood College (VRV Training) Discussion

July 31, 2024 – FCPS and LWV (VRV Training Discussions

August 1, 2024 – National Poll worker Day

## 2. Voter Registration

### VOTER REGISTRATION STATISTICS REPORT As of 8/7/2024

<u>TOTAL ACTIVE + PENDING:</u>		<u>203,161</u>		
<u>PARTY</u>	<u>ACTIVE</u>	<u>PENDING</u>	<u>TOTAL</u>	<u>PERCENT</u>
DEM	77,946	22	77,968	38.38%
REP	68,375	11	68,386	33.66%
LIB	1,264	0	1,264	0.62%
UNA	53,581	32	53,613	26.39%
OTHERS - TOTAL	1,927	3	1,930	0.95%
<b>TOTAL</b>	<b>203,093</b>	<b>68</b>	<b>203,161</b>	<b>100.00%</b>

### VOTER REGISTRATION TRANSACTIONS REPORT August 2024

Additions to County Registration	1791
Subtractions from County Active Status	1004
Party Affiliation Changes	658
Address Changes within Jurisdiction	961
Name Changes	1104

➤ Pending status – identification has not been able to be verified by either MVA or the Social Security Administration.

### CURRENT PENDING VOTERS

As of 8/7/2024

<u>Reason</u>	<u>Number</u>
Conformation Mail process	2
ID Not Provided	7
ID Not Verified	54
Incomplete Application	5
<b>TOTAL</b>	<b>68</b>

## 3. General and Continuing Items – See State Board Election Calendar

#### 4. Voting Systems Division

Voting Unit Repairs are complete.

Private Polling Places have confirmed availability for the 2024 Presidential General Election. Public schools are also confirmed and no construction is scheduled that would conflict with Election Day.

Voting System PEM (Post-Election Maintenance) is Complete.

Statewide inventory has closed. Closing Date – Sunday, June 30, 2024

#### 5. Voter Registration Division

July - Comprehensive Audit Report – Ongoing

DHMH List - Completed.

AOC List - Completed.

Green Party Petition – Frederick Counties part has been fully researched.

#### 6. Election Judge Division

Election Judge payroll for the 2024 Primary has been sent to all who worked. The team is still working to resolve a couple of issues.

Preparation for training for the November General election is ongoing. We have 872 judges currently entered in the Election Judge system and work assignments are being created.

Total Election Judges in MDVOTERS				New vs. Returning Judges	
	DEM	REP	NON	Totals	
<b>TOTALS</b>	496	227	173	<b>896</b>	

Training will begin with Voting

Operations Judges on September 4<sup>th</sup>. These judges were invited to sign-up for training the week of July 29 – August 2. Training for Chief Judges and Provisional/Same-Day Registration Judges will begin September 28<sup>th</sup>. At close of business on Tuesday, August 6, approximately 50% of the judges assigned this role have signed up for in-person training and are working on the online refresher part. Several in-person classes are already full.

The training team has had meetings with Hood College, as well as Frederick County Public Schools to explore outreach opportunities around voter registration and civic engagement. We expect to have a voter registration volunteer training for Hood College students in early September and are collaborating with them to find possible dates.

We'll be offering open Voter Registration Volunteer training at 1 PM and 6 PM on Monday August 19<sup>th</sup>. An invitation was sent to about 50 people who have requested training since the Primary election and 25 have already signed up.

**7. Network and IT Support Division**

Ongoing support of the office systems and staff. Work continues improvements to our Elections Operation Center with additional network drops and strategies to enhance the use of our field technicians on election day.

**8. Grants**

Elections is working with the Division of Emergency Management for Frederick County on a Grant award of \$4,919.63, to be applied towards Election Security items. Last Fiscal Year we received a Grant in the amount of \$5,524.86 for the same purpose.

**9. MD Voters/Special Projects**

The deadline to submit Candidate and New Party petitions was Monday, August 5. SBE anticipated 3 possible petitions: RFK Jr, The Forward Party and The Green Party. Frederick only received 1 batch from the Green Party petition; waiting to hear from SBE on the others. Local boards only have 20 days to complete their reviews. Per Mr. Callahan, the Forward Party did not submit a petition. The Frederick portion of the Green Party petition has been completed. The RFK Jr. petition was submitted to SBE and today our staff will begin processing the Frederick County portion of it.

Standard Operating Procedures (SOP) each division is tasked with going over current procedures and writing or re-writing them to a standard which can be given to any incoming employee to assist with training.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**DISCLOSURES**

Mary Costello attended an event for Ms. Alsobrooks and contributed a donation to Kamala Harris.

A motion to recess the regular board meeting and convene the Board of Canvassers made by Ms. McDonald. Seconded by Mr. Wilson, motion passed unanimously.

The regular Board meeting recessed at 2:08 p.m. with a motion to convene the Board of Canvassers meeting.

## **BOARD OF CANVASSERS MEETING**

Approval of the 2024 Primary canvass minutes – There were two punctuations corrected. A motion was made to accept and approve all minutes as corrected by Ms. McDonald. Seconded by Mr. Wilson, motion passed unanimously.

Presentation of additional 2024 Primary election ballots. Office received 4 Mail-in Ballots too late via USPS. Board will hold these for next meeting when all Board Members are present.

Motion to adjourn the Board of Canvassers meeting by Ms. McDonald. Seconded by Mr. Wilson; motion passed unanimously.

President Costello reconvened the regular board meeting at 2:10 p.m.

## **NEXT MEETING**

The Board scheduled the next meeting for Wednesday, September 11, 2024, at 2:00 pm at 8490 Progress Drive.

## **PUBLIC COMMENT**

*Per the board's by-laws, public comment is allowed after the request has been approved by the Board President. And*

Jay Kaminsky, Jean Struharik, Winston Mann, Kat Harper and Patti Worsley spoke during the public comment period.

## **ADJOURNMENT**

The motion to adjourn and move into a “closed session” to discuss a personnel issue was made by Ms. McDonald seconded by Mr. Wilson and passed unanimously. The meeting was adjourned at 2:24 pm by Ms. Costello.

## **EXECUTIVE SESSION**

On August 7, 2024, at 2:25 The Frederick County Board of Elections met in Executive Session following the May Board meeting in the conference room at 8490 Progress Dr. Frederick, MD.

A motion to close the session was made by Ms. McDonald and seconded by Mr. Wilson, the vote was unanimous. The meeting was held to approve the minutes of the May 1 meeting, handle a personnel issue and to seek legal guidance. This action was in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article, Sections §3-305. The session discussions pertained to the following subsections under this provision:

This action was in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article, Section §3-305. The session discussions pertained to the following subsections under this provision:

§3-305 (b)(1) to discuss the appointment, resignation, or performance evaluation of appointees, employees, or officials over whom this body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Mary Costello, President, present  
Nathaniel C.W. Wilson, Vice President, present  
Shirley McDonald, Secretary, present  
Ted Neeves, Board Member, absent  
Michael Sowell, Board Member, absent  
Daniel B. Loftus, Board Counsel, present

During the executive session, there was no action taken by the Board.

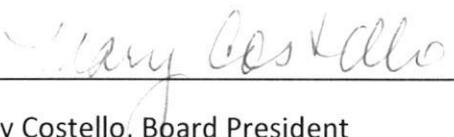
Motion made at 2:44 pm by Ms. McDonald, seconded by Mr. Wilson for adjournment, vote was unanimous.

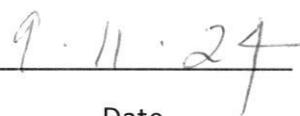
Respectfully

Shirley McDonald

Respectfully submitted by Diane Zepp, Election Program Assistant II

Approved by:

  
\_\_\_\_\_  
Mary Costello, Board President

  
\_\_\_\_\_  
Date